

TOWN OF WESTFORD
OFFICE OF THE TOWN MANAGER
TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5501
Fax (978) 399-2557

July 2, 2013

Ms. Emily Whitmore
38 High Street
Belfast, Maine 04915

Re: Request to Move House from 79 Chamberlain Road to 80 Chamberlain Road

Dear Ms. Whitmore:

At the June 24, 2013 Board of Selectmen meeting, the board approved your request for permission to move the house currently located at 79 Chamberlain Road to 80 Chamberlain Road subject to the following conditions:

RESPONSIBILITIES OF MOVER:

1. All precautions shall be taken to prevent damage to private property, utilities, and road surfaces. The permit holder shall be liable for any damage or injury to persons or property or to any road or bridge due to or resulting from the operation of the vehicle.
2. The movers shall be responsible for making all arrangements with utility companies and the town of Westford's Building Department, Police Department, and the Highway Department at least two (2) weeks before the moving
3. If a state permit is necessary, the town will require a copy before it will issue a moving permit.
4. The mover shall hire a professional tree trimmer/arborist if tree cutting or trimming is required.
5. The cost of police details, fire details, detours and all other Town out-of-pocket expenses are the responsibility of the contractor.

INSURANCE REQUIREMENTS:

1. The Contractor shall, prior to commencement of work, provide to the Westford Highway Department a surety bond of at least \$10,000.00 and a Certificate of Insurance to cover bodily injury and property damage for the duration of the permit. The certificate shall include the following coverage and limits.

Certificate Holder: Town of Westford
55 Main Street
Westford, MA 01886

Additional Insured:

Town of Westford

- *Workers Compensation and Employers Liability Insurance* as required by the State in which this work is performed.
 1. Per statutory limits
- *Automobile Liability Insurance* including coverage for owned, non-owned and hired motor vehicles.

1. Split Limits	\$500,000	Each Person Bodily Injury
	\$1,000,000	Each Accident Bodily Injury
	\$500,000	Each Accident Property Damage

OR

2. Combined Single Limit \$1,000,000

- *Commercial General Liability Insurance*, including but not limited to: premises and operations, products and completed operations, personal injury and contractual liability. Coverage to be provided on an Occurrence Form.

Employers Liability

- \$500,000 Each Accident
- \$500,000 Each Employee-Disease
- \$500,000 Policy Limit-Disease

Commercial General Liability

- \$2,000,000 General Aggregate
- \$2,000,000 Products-Comp/OP AGG
- \$1,000,000 Personal & Adv Injury
- \$1,000,000 Each Occurrence
- \$50,000 Fire Damage
- \$5,000 Medical Expenses

Other Requirements:

In the event any work under a Subcontract is performed by a *Sub-contractor*, the Subcontractor shall require all of its *Sub-contractors* to procure and maintain similar coverage as required by this agreement and in an amount equal to the requirements of the subcontract.

All insurance carriers providing aforementioned coverage shall be authorized to do business in the Commonwealth of Massachusetts and shall carry an AM Best Rating of no less than A-VI.

2. Any damage caused by the mover in excess of the bond requirements and general liability insurance shall be the full responsibility of the moving contractor.

VEHICLE REQUIREMENTS FOR TRANSPORTING THE LOAD:

1. The operator of the truck must possess a Class A CDL Drivers License.
2. If the truck travels on any roadway in use by other drivers, signs with letters at least 10" in height indicating "WIDE LOAD" shall be displayed on the vehicle.
3. The vehicle shall not be operated at a speed in excess of (10) miles per hour on any bridge.
4. No load shall be moved before 9:00 a.m. when schools are in session.
5. The permit shall remain with the moving load at all times.

SUPERVISION OF MOVE BY MOVING CONTRACTOR:

1. The moving contractor's foreman must be on the job at all times during the moving of the building.
2. If the truck travels on any roadways in use by other drivers, a vehicle must follow behind the moving load with flashing lights.
3. A minimum of five moving company employees must be present while the move is in progress; foreman (directing traffic), driver, man tailing the building in vehicle with flashing lights, two men removing and replacing mailboxes, signs, and removing broken or cut branches from the street, etc.

4. At the completion of the move, the moving contractor shall clear the debris in the traveled way caused by the move and repair any damages.

IN PREPARATION OF MOVING BUILDING:

1. House must be of foundation and ready to be moved by 9:00 a.m. on the moving date. Failure to be ready by 10:00 a.m. will mean possible revocation of the moving permit.
2. The chimney must be braced to prevent bricks and debris from falling during move. If the chimney cannot be safely braced, it must be removed above the peak of the house prior to the move.
3. Rescheduling of move will require notifying the Town of Westford's Building Department, Police Department, Highway Department and Utility companies.

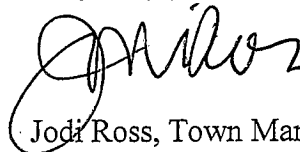
PERMIT RESTRICTIONS:

1. Any permit issued for a certain date will be for the date only except for cancellation due to weather conditions or rescheduling by the utility companies.
2. The board will allow the moving of a building on Tuesday, Wednesday, and Thursday. A building shall not be moved on a holiday or the day before a holiday.
3. Permits may be revoked or modified at any time by the Board of Selectmen or their designee without any Town liability.

The town of Westford reserves the right to restrict the moving of any large building or object on its highways or land, and further withhold issuance of any Moving Permit unless and until such requirements as are stated herein have been fulfilled.

Should you have any questions, please do not hesitate to call me. Thank you.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jodi Ross", written over a circular line.

Jodi Ross, Town Manager